

Town Meeting Coordinating Committee Meeting
Room 101 of the Bangs Center
August 27, 2008

I. Call to Order

The meeting began at 6:52pm. All members were present: Harry Brooks, Nonny Burack, Carol Gray, Aaron Hayden, Peggy Roberts, Judy Simpson, and Mary Streeter.

II. Minutes:

- a) June 26, 2008 minutes: Minor edits were made to the minutes. Aaron moved to approve the minutes as amended, Harry seconded the motion and all voted in favor of approving the minutes.
- b) July 24, 2008 minutes: Minor edits were made to the minutes. Aaron moved to approve the minutes as amended, Harry seconded the motion, and all voted in favor of approving the minutes.

Mary suggested a section be added to minutes listing what documents were distributed at the meeting. Everyone agreed that was a good idea.

III. Election of officers and division of work:

- a) Carol nominated Peggy to be Chair and Harry seconded. Peggy said she was willing to be Chair as long as she had help. Judy and Nonny volunteered to pick up copies of the minutes to save her time. Mary encouraged Peggy to delegate and let the committee know when she would like more help. There were no other nominations. The vote was unanimous in favor of Peggy being Chair.
- b) Carol nominated Harry to be Vice-Chair and Mary seconded it. Peggy said Harry had been quite helpful as Vice-Chair. The vote was unanimous in favor of Harry being Vice-Chair.
- c) Aaron nominated Carol to be secretary and Mary seconded the motion. The vote was unanimous in favor of Carol for secretary.
- d) Nonny nominated Aaron to be stacker, Mary seconded it. Carol nominated Mary to be stacker. Mary declined the nomination. The vote was unanimous in favor of Aaron as stacker.

In terms of dividing up work, Peggy asked Harry if he could be responsible the setup for public meetings. Nonny volunteered to do the reserving of rooms and the posting of the meetings at Town Hall since she goes by there often.

Aaron asked about the current work of TMCC. Peggy said the bylaw stated what our charge is. We discussed how the work would get done. We discussed the bus tour. Carol, Mary and Harry said they were willing to work on the bus tour. Aaron said everyone might want to be part of planning that. Aaron also asked about non-TMCC members working on projects. Carol said in the past we have had many subcommittees working on projects and we sometimes invite non-TMCC members with specialized expertise to be on subcommittees.

IV. Request to Select Board for Municipal Employee Status:

Peggy received the form from the Select Board that requires the information needed in order to apply for Special Employee Status. Carol asked why we were seeking Special Employee Status. Aaron said he could not be on TMCC without it because he was an employee of Amherst College. Nonny said she could not either because she was a municipal employee working with LSSE and Judy said she sometimes works for the Jones Library. Aaron said one reason to have Special Municipal Employee Status is that it enables more people to volunteer for committees. He pointed out the conflict of interest law would still apply.

Aaron moved that Peggy fill out the Special Employee Status form and submit it to the Select Board. Judy seconded the motion. The motion was six in favor (Harry, Nonny, Peggy, Mary Judy & Aaron); one (Carol) against. Carol said the reason she was voting no was: 1) because she suspected that Special Employee Status was not required for members of the TMCC and she would rather the issue be clarified with the ethics office in Boston that advises town committees since she thought the law's restrictions were being interpreted too broadly; 2) because she thought there should not be any Special Municipal Employee Status as she didn't think it was appropriate to have people on committees who were part of companies or institutions doing business with the town and appearing before town committees for permitting and other business.

Aaron asked that the request for Special Municipal Employee Status be expedited because his status ends on Sept. 9.

V. Leaflet about Town Meeting for LWV handout at voter registrations:

Minor edits were suggested. Nonny suggested this be put on one page. Carol liked this idea since it would be more environmentally friendly.

Carol asked where it was going to be distributed. It is going to be handed out when new voters are registered. Carol suggested possibly putting a flyer on the bottom half encouraging people to fill out citizen activity forms to be on town committees. The sense of the group was to just stick with a flyer recruiting for Town Meeting and cut it down to a half sheet. Peggy said Carol Rothery of the League of Women Voters had already said it was okay to distribute the flyer when registering voters.

V. Scheduling of Events Before Nov. 5 Special Town Meeting

There was a discussion about the timing of events leading up to Town Meeting and how challenging it was going to be for the clerk's office to meet the deadlines that were being set.

Aaron said he thought the mid-semester break was around October 13. He'll confirm that. Aaron asked that the Planning Board's meeting be put on our planning calendar checklist so public meetings won't conflict with Planning Board meetings since he would like the Planning Board to be more involved with these events. Nonny asked about meetings planned on Rosh Hoshanah. It was clarified that that wasn't going to be the case. Mary pointed out that we wanted to have the Warrant Review before precinct

meetings so we need enough time after warrant review to hold precinct meetings. The sense of the group was that we wouldn't want to have the Warrant Review until people had received their warrant in the mail.

Carol moved that we ask the Select Board to move the deadline for signing the warrant up by one week, to no later than October 14, in order to allow Town Meeting members adequate time to be well-informed about articles and in order to allow adequate time for the Warrant Review, precinct meetings and other educational forums before Town Meeting. The motion was seconded by Aaron. The vote was unanimous in favor of this motion.

VI. Scheduling of TMCC meetings: Next meeting: September 11, 2008, 6:30-8:30pm. Nonny will book the room and post the notice of the meeting in Town Hall.

VII. Adjournment: Carol moved and Harry seconded the motion to adjourn. All voted in favor. The meeting adjourned at 8:08pm.

Documents Distributed at the meeting:

- Minutes from July 24, 2008 and June 26, 2008
- Agenda for tonight's meeting
- One page handout: Nov. 5, 2008 Fall Special Town Meeting Checklist Draft
- Fall calendar for planning for Town Meeting
- Flyer to be handed out to new voters about joining Town Meeting.
- Information about Special Employee Status

Carol Gray, Secretary